1/13/81

SG/40 - 1

Prairie Employer Review

Volume 3, Number 2 February, 1981

Pricing the Value of Clean Air in Today's Economy

How much is a breath of clean air worth? Once taken for granted as one of the few freebies remaining, pollution controls are turning it into an expensive habit.

Cleaning up the nation's environment will take $645.3 billion between 1977 and 1986, according to the Federal Council of Environmental Quality. About $248 billion is for air pollution, and 87 percent of this has been mandated because of national legislation passed since 1967.

If public concern created the laws, private industries, government agencies, and ultimately consumers, will also carry the cost. The American Lung Association's publication "Can We Afford to Clean Up Our Air?" studies the impact to international, national, state and local economies.

On the international side, pollution controls on American industries will probably hurt foreign trade only slightly. Because strict standards can raise the cost and therefore the price of U.S. goods, imports may increase by 3.3 percent and exports decrease by 0.8 percent.

Combating pollution has recently added about 0.1 percent to 0.5 percent a year to the nation's inflation rate. Between 1977 and 1986, it is expected to hike inflation by 3.6 percent and reduce economic growth by 0.9 percent.

Experts have pointed out, however, that cleaning up the air has not seriously reduced the amount of capital necessary for growth. As a whole, industries only invested an average of 3.3 percent of their capital on air pollution control between 1971 and 1977.

Air and water quality standards continue to have a twofold effect on employment — contributing to the closing of at least 128 plants between 1971 and 1978 and affecting 27,700 workers. Yet 18,000 jobs were created in government alone, and thousands of others sprang up in private businesses.

The Bureau of Economic Analysis in the Department of Commerce reports 75 percent of the plants that closed their doors between 1974 and 1976 blamed it on air pollution requirements. Still, statistics indicate more jobs created than eliminated during this time.

A catch appears when considering that pollution control agencies hire mostly white collar workers, while many losing jobs are blue collar workers. Offsetting this is the fact

(Continued on page 2)

The Art of Job Interviewing

With thousands of publications out on the subject, employers still have no hard and fast rules on the art of conducting good job interviews. Realistically, hiring a new worker remains in large part a subjective experience — based as much on personal judgment as on the assumed objectivity of job descriptions, application forms and work tests.

According to Doug Cunningham, personnel director for Job Service North Dakota, face-to-face interviews are nevertheless an effective tool for evaluating candidates. To help supervisors and managers conduct initial and promotional interviews, Cunningham has recommended certain guidelines.

"Rely only on important job elements," Cunningham suggested, "and use a proper question sequence and prepared rating forms."

Since there is no exact science to fall back on, the most useful method Cun-

(Continued on page 4)

Gleanings

Tom Haan

Every two years we survey employment in North Dakota's 12 largest communities. Seven of the surveys were completed in 1980, and the other five are scheduled for later this year. Our local Job Service offices conduct these surveys in cooperation with their local Chamber of Commerce. Most offices survey during the month of September. Exceptions were Mandan in August, and Fargo in July.

I am just going to highlight the survey results. You can get the details from any local Job Service office or our Research and Statistics Section here in Bismarck.

Jamestown — 1980 wage and salary employment was 8,152. . .up 6.1 percent from '78. Services and government had the biggest increases. . .construction and manufacturing decreased. Female workers rose about 3 percent to 49.9 percent of the workforce. There were 649 firms in 1980 which is 23 less than '78.

Bismarck — 24,754 wage and salary employees were working last September. . .3.6 percent more than '78. Services industry had the largest gain. . .manufacturing dropped 24 percent for the largest decrease. Female workers up about 2.5 percent to 48.7 percent. 1,399 total firms were counted which is 110 less than '78. . .65 of these were in construction.

Dickinson — 9,586 employees working last September which is an increase of 39.8 percent over '78. Oil boom is the obvious stimulant. . . mining's up a whopping 207 percent . . .construction; wholesale trade; and transportation, communications, and public utilities all up 50 percent or more. The only decrease was manufacturing. Females lost ground dropping from 44.9 percent to 43.3 percent of the workforce. There were 785 employing firms which is 211 more than '78.

Grand Forks — wage and salary employment last September was 22,933. . .2.2 percent less than two years ago. The sluggish economy and high interest rates caused severe decreases in manufacturing and construction. . .services had the largest increase. Females held their own at 48.3 percent. . .the number of employing firms rose 70 to 1,252.

Wahpeton — Wage and salary employment dropped 2.8 percent to 4,270. Once again manufacturing and construction had large decreases reflecting economic conditions. These decreases were somewhat offset by substantial increases in wholesale trade and transportation, communications, and public utilities. Females rose about 2.5 percent to 43.8 percent . . .employing firms dropped 23 to 257.

Mandan — did their survey in August. . .employment up 6.5 percent to 5,562 wage and salary workers . . .construction, wholesale trade, and services led the increases. . .manufacturing had the largest decrease. 35.5 percent of the workforce was female . . .up 0.5 percent from '78. Total firms rose 34 to 561.

Fargo — 42,346 wage and salary employees working there. . .up 0.9 percent from '78. . .they did their survey in July. Service and government showed the largest increase . . .construction, manufacturing, and retail trade the largest decreases. Proportion of female employees rose from 42.8 percent to 45.2 percent. . .total firms rose 83 to 2,661.

PRAIRIE EMPLOYER REVIEW

This newsletter is published monthly by the Information Office of Job Service North Dakota. Material in this publication may be reproduced fully or in part without permission. Source credit is requested.

Correspondence should be directed to:
Lynette Buechler, Editor
Prairie Employer Review
Job Service North Dakota
Box 1537
Bismarck, ND 58505

JOB SERVICE North Dakota

(CLEAN AIR from page 1)

that many of these blue collar workers are again taken up in industries producing pollution control equipment.

In general terms, pollution control legislation does not present a dramatic employment problem. It is when a specific community exists because of a single industry, and the business closes, that the results are particularly devastating.

New industries often must be created in the community while the workers seek unemployment insurance, welfare, food stamps, federal and state training programs, and further education. In the meantime, many individuals suffer social, medical and mental hardships. Some communities never recover.

No doubt the renewed scramble for domestic energy resources has been one of the greatest influences on the cost of pollution controls today. For North Dakotans traditionally proud of their clear blue skies, the issue involves radical changes in the state's quality of life standards as well as new economic status.

First setting up air pollution control in 1969, North Dakota has adopted laws equal to or more stringent than federal standards for six air pollutants, and added requirements for six others.

Fortunately, only one corrosive atmosphere problem has been recorded, according to a Department of the Interior impact statement. Occurring in the northwestern part of the state during the 1960s, farm machinery and metal buildings were damaged when sulphur and nitrogen oxides formed acid rain. Since the incident occurred before air pollution laws, the industries involved voluntarily corrected the problems.

Most of the concern and expense for clean air has centered in the mining industries. Of the $646.5 million in projected costs for the Antelope Valley electrical plant, $153.5 million will be spent on pollution control. A western natural gas processing plant is proposing to increase their plant capacity from 15 million cubic feet a day to 45 million cubic feet a day. To accomplish this task, about $5 million must be spent to remove sulphur from the gas. By shipping recovered sulphur to Florida for sale, this plant has been able to recover at least their transportation costs in the past.

In the end, the cost of safeguarding air and water is paid by citizens. It's been estimated that the cost of air pollution requirements amounted to $35 to $40 per person in 1973, and climbed

(Continued on page 3)

Self-Employed Americans Show Healthy Growth Despite Some Hard Times

The appeal of owning your own business has apparently intensified in recent years, while the traits distinguishing self-employed from other jobholders in the labor force are apparently changing.

Self-employed Americans rose by more than 1.1 million between 1972 and 1979, reversing a trend of decreases for the first time since World War II, according to T. Scott Fain in the November issue of Monthly Labor Review. The economist found the distinctions between self-employed and wage and salary workers diminished during this period; with the self-employed having shorter workweeks, tending to be younger, and represented by more women than in the past, but still earning less than other workers.

Self-employed in agriculture didn't follow the upward trend, dropping by 210,000 during the same period. When nonagricultural self-employment is looked at separately, the increase is 1.3 million strong. Three other groups not officially counted by the Census Bureau in the self-employed category include owners of incorporated businesses, workers who are self-employed at a second job, and unpaid family workers. The first two grew in significant numbers, but the third continued an overall downturn.

The recession temporarily interrupted the overall growth in numbers of self-employed during 1974-75. But an optimistic surge occurred in the post-recession years of 1976-79, when self-employed workers increased by 12.4 percent compared to the 10.8 percent of wage and salary employees. Self-employed workers also appeared to be reacting like other jobholders rather than continuing their past counter-cyclical employment trends.

Differences in demographic features such as age, sex and race were also less striking between the two worker categories in recent years. The median age has typically been higher for the self-employed because young workers are less likely to have the capital and managerial skills to start a business; and many older workers retired from wage and salary jobs venture into their own businesses.

Now the average age has dropped. Self-employed 16 to 44 years of age rose by 10 percent, while those over age 45 decreased by that figure. The change is partly the result of a younger labor force represented by the baby-boom generation, and possibly because younger workers may be more ambitious about working for themselves than were prior generations.

The self-employed have always been heavily represented by men, reflected by a 75 percent figure in 1979 compared with the 60 percent proportion of wage and salary men. Figures now indicate, however, that self-employed women grew by 43 percent or five times faster than male self-employment, and significantly faster than the 31 percent rise in wage and salary women.

The number of non-whites in self-employment, on the other hand, rose by only 14 percent. They continue to be underrepresented among the self-employed and are most likely to be in the lower paying service and blue collar occupations.

Industry trends show the traditional concentration of nonfarm self-employed in the service-producing sectors being upstaged by the goods-producing sectors. Mining, construction and manufacturing, which usually require large amounts of capital, had a greater percentage increase of self-employed between 1972 and 1979.

The construction industry led in growth, as self-employed accounted for at least one-third of this industry's total employment gain. The service-producing industry's growth rate was less than half of goods-producers because of the slower growth in the number of retailers.

Earnings and workweek characteristics also provide notewothy comparisons. The average 46.8 hours per week worked by the self-employed in 1965 dropped significantly to 41.9 hours by 1979. For other nonagricultural job holders, the workweek decreased only 1.1 hours to 38.4.

If differences have been narrowing for work hours, the self-employed continue to lose ground in earnings compared to the other group. Between 1972 and 1978, the average annual earnings of self-employed men and private salary workers rose 50 percent to $10,240 and $12,016, respectively. Earnings for self-employed women, however, grew at less than half the rate of other women workers.

The impact of the recession is especially obvious in the earnings gap that grew during 1974-75. While self-employed workers are less likely to show up in the ranks of the unemployed, their earnings are more closely tied to their business success. Consequently, they are more likely to keep working during recessionary times even if it means less income.

It is interesting to note that the country's self-employed have shifted towards a more common ground with other jobholders, while sustaining a healthy growth. In view of the economic problems experienced by large and small business owners in the last few years, the strength of this employment trend in our labor force is an encouraging sign for the 1980s.

(CLEAN AIR from page 2)

to $215 per person in 1978. Is it worth it?

In a nationwide survey conducted by the National Opinion Research Center in 1980, participants were asked if the U.S. was spending too much money, not enough, or about the right amount on air pollution control. About 48 percent said the country was spending too little, and 31 percent said we were spending the correct amount — inferring that at least 79 percent felt we should continue spending at least as much as we are now. For the present time, most people seem to be willing to pay the rising cost of breathing clean air.

(INTERVIEWING from page 1)

ningham has found is a prepared list of characteristics or traits to identify the best individual for the job in mind. Also, to ensure that the interview process is both effective and fair, each candidate should be asked same or very similar questions in a consistent order.

"Rating forms that provide for written comments as well as scores are a great help in making a final selection among candidates," said Cunningham. "It allows you to refresh your recollections and provide a sound basis for rational selection, and can prove invaluable if your decision is questioned later."

Using more than one interviewer, such as an oral board, was strongly advocated when interviewing for upper level positions. While board members

should get together beforehand to discuss the questions and nature of the job, Cunningham felt separate evaluation forms should be completed by each interviewer on each applicant.

Just as important to keep in mind are some of the pitfalls in subjective interviewing. Cunningham had the following recommendations on what not to do:

Don't make immediate, overall judgments about an applicant, which has a dangerous tendency to be reflected in each of the specifics. Commonly called the "halo effect," the result is that the applicant gets about the same rating score on every aspect of the test or evaluation.

For example, on a rating scale of 1 to 5 the halo effect may be suspected if a candidate got all 4s or 5s. Interviewers can avoid such problems by paying close attention to everything the applicant says, and making careful, independent ratings of the applicant response for each aspect, one aspect at a time.

Don't make quick evaluations and decisions about the applicant, which interviewers often do within the first two to three minutes of the interview. Such evaluations defeat the interview's purpose of drawing out information from the applicant.

Don't accentuate the negative. If negative rather than positive information dominates an interviewer's evaluation, they are likely to make snap decisions or only pay attention to a small portion of what the applicant said — also defeating the purpose of the interview.

Don't make irrelevant comparisons. How an interviewer rates an applicant tends to be influenced by what he or she thought of previous applicants. For example, a job applicant might receive relatively lower evaluations if preceded by a number of "high quality" applicants then if preceded by a number of "low quality" applicants. Keep in mind that each individual is being evaluated against the job elements rather than against other applicants.

If a numerical rating system is used, scores should not be totaled until all the interviews have been carried out. Otherwise, the interviewer's thinking may be influenced after the first interview or two.

Despite the problems and potential ill-effects of subjective interviewing tools, Cunningham insists there are definite advantages. "Often, you find out how quickly applicants can think on their feet by having them express feelings about themselves, how they view the job, and their ideas about future career plans and goals. Facts on paper don't adequately tell you that, and good communication skills are becoming extremely important in a growing number of fields," explained Cunningham.

"Probably the one key fact to store away on the subject is this: Don't assume 'you just know' a person is right for the job. Always keep specific work-related needs and characteristics in mind," stated Cunningham.

U.S. CONSUMER PRICE INDEX
ALL URBAN CONSUMERS

(1967 = 100)	Annual Average 1979	Dec. 1980	Nov. 1980	Dec. 1979	Percent Change from Nov. 1980	Percent Change from Dec. 1979	Percent Change Projected on Annual Basis
All Items	217.4	258.4	256.2	229.9	0.9	12.4	11.4
Food & Beverage	228.5	259.3	257.4	235.5	0.7	10.1	8.7
Housing	227.6	276.9	273.8	243.6	1.1	13.7	14.0
Apparel and Upkeep	166.6	183.9	184.8	172.2	−0.5	6.8	−6.2
Transportation	212.0	261.1	259.0	227.7	0.8	14.7	10.0
Medical Care	239.7	275.8	274.5	250.7	0.5	10.0	6.2
Entertainment	188.5	212.0	211.2	193.4	0.4	9.6	4.9

CIVILIAN LABOR FORCE

	Dec. 1980	Nov. 1980	Dec. 1979	Percent Change from Nov. 1980	Percent Change from Dec. 1979
UNITED STATES (In Thousands)					
Labor Force	105,067	105,320	103,999	-0.2	1.0
Employment	97,282	97,396	97,912	-0.1	-0.6
Unemployment	7,785	7,924	6,087	-1.8	27.9
Unemployment Rate	7.4	7.5	5.9		
NORTH DAKOTA					
Labor Force	310,520	315,650	308,150	-1.6	0.8
Employment	293,810	301,640	294,730	-2.6	-0.3
Unemployment	16,710	14,010	13,420	19.3	24.5
Unemployment Rate	5.4	4.4	4.4		
FARGO-MOORHEAD SMSA					
Labor Force	72,790	73,130	72,830	-0.5	-0.1
Employment	68,950	70,010	69,930	-1.5	-1.4
Unemployment	3,840	3,120	2,900	23.1	32.4
Unemployment Rate	5.3	4.3	4.0		
GRAND FORKS SMSA					
Labor Force	42,990	43,450	43,050	-1.1	-0.1
Employment	40,790	41,420	41,090	-1.5	-0.7
Unemployment	2,200	2,030	1,960	8.4	12.2
Unemployment Rate	5.1	4.7	4.6		

U.S. data seasonally adjusted; other data not seasonally adjusted.

NONFARM WAGE AND SALARY EMPLOYMENT

	Dec. 1980	Nov. 1980	Dec. 1979	Percent Change from Nov. 1980	Percent Change from Dec. 1979
FARGO-MOORHEAD SMSA WAGE AND SALARY EMPLOYMENT					
TOTAL	**63,230**	**63,800**	**64,050**	**-0.9**	**-1.3**
Construction and Mining	3,310	3,980	3,880	-16.8	-14.7
Manufacturing	4,800	4,910	5,380	-2.2	-10.8
Durable Goods	2,070	2,180	2,830	-5.0	-26.9
Nondurable Goods	2,730	2,730	2,550	-0-	7.1
Food and Kindred Products	1,990	1,990	1,810	-0-	9.9
Other Nondurable Goods	740	740	740	-0-	-0-
Transportation, Comm. and Public Utilities	3,980	4,030	4,290	-1.2	-7.2
Wholesale Trade	6,190	6,170	6,360	0.3	-2.7
Retail Trade	13,300	13,140	13,380	1.2	-0.6
Finance, Insurance, and Real Estate	3,810	3,740	3,820	1.9	-0.3
Services	14,340	14,250	13,790	0.6	4.0
Government	13,500	13,580	13,150	-0.6	2.7
Federal	2,150	2,140	2,090	0.5	2.9
State and Local	11,350	11,440	11,060	-0.8	2.6
GRAND FORKS SMSA WAGE AND SALARY EMPLOYMENT					
TOTAL	**38,240**	**38,340**	**38,450**	**-0.3**	**-0.5**
Construction and Mining	1,660	1,970	1,890	-15.7	-12.2
Manufacturing	2,690	2,730	2,740	-1.5	-1.8
Transportation, Comm. and Public Utilities	2,900	2,930	2,840	-1.0	2.1
Wholesale Trade	2,160	2,140	2,230	0.9	-3.1
Retail Trade	8,560	8,410	9,000	1.8	-4.9
Finance, Insurance, and Real Estate	1,580	1,580	1,510	-0-	4.6
Services	7,430	7,440	7,240	-0.1	2.6
Government	11,260	11,140	11,000	1.1	2.4

MANUFACTURING HOURS AND EARNINGS

	Average Weekly Earnings			Average Weekly Hours			Average Hourly Earnings		
	Dec. 1980	Nov. 1980	Dec. 1979	Dec. 1980	Nov. 1980	Dec. 1979	Dec. 1980	Nov. 1980	Dec. 1979
United States									
Total Manufacturing	315.70	305.12	285.07	41.0	40.2	40.9	7.70	7.59	6.97
Durable	344.44	330.89	308.26	41.7	40.7	41.6	8.26	8.13	7.41
Nondurable	273.32	266.85	249.77	39.9	39.3	39.9	6.85	6.79	6.26
Food & Kindred	289.07	284.62	264.37	40.6	40.2	40.3	7.12	7.08	6.56
Printing & Publishing	300.63	290.90	273.18	38.2	37.2	38.1	7.87	7.82	7.17
North Dakota									
Total Manufacturing	255.91	258.78	236.23	37.8	38.0	38.6	6.77	6.81	6.12
Durable	264.50	267.33	242.03	38.5	38.8	39.1	6.87	6.89	6.19
Nondurable	249.91	250.73	229.52	37.3	37.2	38.0	6.70	6.74	6.04
Food & Kindred	262.96	263.04	250.13	38.9	38.4	38.6	6.76	6.85	6.48
Printing & Publishing	214.45	211.18	208.73	33.3	33.1	36.3	6.44	6.38	5.75
Fargo-Moorhead SMSA									
Total Manufacturing	271.93	274.90	251.08	36.5	36.8	37.7	7.45	7.47	6.66
Durable	289.45	295.62	255.32	37.3	37.9	39.1	7.76	7.80	6.53
Nondurable	258.12	256.69	246.27	35.8	35.8	35.9	7.21	7.17	6.86

ESTIMATED LABOR TURNOVER

(per hundred employees)

Accession Rates

	Total			New Hires			Recalls		
	Dec. 1980	Nov. 1980	Dec. 1979	Dec. 1980	Nov. 1980	Dec. 1979	Dec. 1980	Nov. 1980	Dec. 1979
North Dakota									
Mining	4.3	1.8	0.9	3.6	1.7	0.9	0.3	0.0	0.0
Manufacturing	4.4	2.8	2.9	1.6	2.1	2.3	2.5	0.7	0.3
Fargo-Moorhead SMSA									
Manufacturing	2.6	3.3	2.1	1.2	1.8	1.6	1.0	1.1	0.2

Separation Rates

	Total			Quits			Layoffs		
	Dec. 1980	Nov. 1980	Dec. 1979	Dec. 1980	Nov. 1980	Dec. 1979	Dec. 1980	Nov. 1980	Dec. 1979
North Dakota									
Mining	2.0	1.7	2.3	1.3	0.5	2.0	0.0	0.0	0.0
Manufacturing	7.2	8.0	7.5	1.5	2.1	2.2	5.2	5.0	4.8
Fargo-Moorhead SMSA									
Manufacturing	13.6	8.2	8.9	0.9	0.9	1.8	12.0	6.2	6.7

NORTH DAKOTA
NONFARM WAGE AND SALARY EMPLOYMENT

	Dec. 1980	Nov. 1980	Dec. 1979	Percent Change from Nov. 1980	Percent Change from Dec. 1979
TOTAL	**247,580**	**249,740**	**248,120**	**-0.9**	**-0.2**
MINING	**9,030**	**8,990**	**6,570**	**0.4**	**37.4**
Coal	1,200	1,200	1,090	-0-	10.1
Crude Petroleum and Natural Gas	7,610	7,470	5,220	1.9	45.8
Other Mining	220	320	260	-31.2	-15.4
CONSTRUCTION	**14,070**	**16,710**	**17,470**	**-15.8**	**-19.5**
Building Construction	3,900	4,290	5,470	-9.1	-28.7
Street, Highway and Heavy Construction	2,910	4,640	3,610	-37.3	-19.4
Special Trade Construction	7,260	7,780	8,390	-6.7	-13.5
MANUFACTURING	**15,030**	**15,310**	**16,900**	**-1.8**	**-11.1**
Durable Goods	6,870	7,160	8,850	-4.1	-22.4
Stone, Clay and Glass	700	960	970	-27.1	-27.8
Primary and Fabricated Metals	670	680	820	-1.5	-18.3
Machinery and Transportation Equipment	4,630	4,640	6,010	-0.2	-23.0
Other Durable Goods	870	880	1,050	-1.1	-17.1
Nondurable Goods	8,160	8,150	8,050	0.1	1.4
Food and Kindred Products	4,350	4,350	4,230	-0-	2.8
Dairy Products	890	910	830	-2.2	7.2
Food Specialties, Sugar and Confectionery Products	1,720	1,720	1,710	-0-	0.6
Bakery Products	430	420	500	2.4	-14.0
Other Food and Kindred Products	1,310	1,300	1,190	0.8	10.1
Printing and Publishing	2,180	2,160	2,180	0.9	-0-
Other Nondurable Goods	1,630	1,640	1,640	-0.6	-0.6
TRANSPORTATION, COMMUNICATIONS, AND PUBLIC UTILITIES	**17,200**	**17,420**	**16,670**	**-1.3**	**3.2**
Transportation	9,420	9,610	9,050	-2.0	4.1
Railroads	3,250	3,450	3,260	-5.8	-0.3
Trucking and Warehousing	4,710	4,720	4,360	-0.2	8.0
Other Transportation	1,460	1,440	1,430	1.4	2.1
Communications	3,870	3,890	3,910	-0.5	-1.0
Public Utilities	3,910	3,920	3,710	-0.3	5.4
WHOLESALE TRADE	**20,320**	**20,260**	**21,160**	**0.3**	**-4.0**
Durable Goods	10,450	10,400	11,140	0.5	-6.2
Nondurable Goods	9,870	9,860	10,020	0.1	-1.5
RETAIL TRADE	**48,520**	**47,860**	**48,490**	**1.4**	**0.1**
General Merchandise	6,840	6,720	6,850	1.8	-0.1
Food Stores	6,570	6,450	6,470	1.9	1.5
Automotive Dealers and Service Stations	6,620	6,550	7,230	1.1	-8.4
Apparel and Accessory Stores	3,240	3,080	3,120	5.2	3.8
Other Retail	25,250	25,060	24,820	0.8	1.7
FINANCE, INSURANCE, AND REAL ESTATE	**11,580**	**11,440**	**11,330**	**1.2**	**2.2**
Finance	6,230	6,160	6,080	1.1	2.5
Banking	4,250	4,200	4,170	1.2	1.9
Other Finance	1,980	1,960	1,910	1.0	3.7
Insurance	3,480	3,420	3,410	1.8	2.1
Real Estate	1,870	1,860	1,840	0.5	1.6
SERVICES	**49,920**	**49,670**	**48,450**	**0.5**	**3.0**
Lodging	4,470	4,520	4,230	-1.1	5.7
Nursing and Personal Care	5,390	5,380	5,190	0.2	3.9
Hospitals	11,830	11,740	11,140	0.8	6.2
Other Medical	4,800	4,760	4,510	0.8	6.4
Other Services	23,430	23,270	23,380	0.7	0.2
GOVERNMENT	**61,910**	**62,080**	**61,080**	**-0.3**	**1.4**
Federal Government	9,630	9,680	9,460	-0.5	1.8
State Government	17,280	17,290	16,990	-0.1	1.7
Educational Services	11,330	11,320	11,010	0.1	2.9
Other State Government	5,950	5,970	5,980	-0.3	-0.5
Local Government	35,000	35,110	34,630	-0.3	1.1
Educational Services	17,430	17,360	17,310	0.4	0.7
Other Local Government	17,570	17,750	17,320	-1.0	-1.4

PRODUCER PRICE INDEX
UNITED STATES AVERAGE

(1967 = 100)	Annual Average 1979	Dec. 1980	Nov. 1980	Dec. 1979	Percentage Change from Nov. 1980	Percentage Change from Dec. 1979
All Commodities	235.5	280.3	278.4	249.7	0.7	12.3
Farm Products and Processed Foods and Feeds	229.8	256.5	260.1	234.6	−1.4	9.3
Industrial Commodities	236.4	286.1	282.7	253.1	1.2	13.0

GLOSSARY OF TERMS

Civilian Labor Force—number of persons 16 years and older defined as employed or unemployed, excluding members of the Armed Forces.

Consumer Price Index (CPI)—a measure of the average change in prices over a period of time in a fixed market basket of goods and services. Changes are usually expressed in percentages. The following example illustrates the method used to calculate the percentage change using 211.5 as the "current index" and 209.1 as the "previous index":

Current index	211.5
Less previous index	209.1
Equals	2.4
Divide by the previous index	209.1
Equals	.011
Results multiplied by one hundred	.011x100
Equals percentage change	1.1

Covered Employment—employment that falls under coverage of the North Dakota Unemployment Compensation Law. At the present time only agriculture, the self-employed, students working for educational institutions, religious organizations, fully commissioned salesmen, and elected and appointed officials have significant numbers of non-covered workers.

Employed—those persons working for pay or profit during a week, or unpaid family workers working 15 hours or more during a week. Also included are those who, although not working, had some job attachment and were **not** looking for work. This involves persons temporarily absent from a job due to illness, bad weather, vacation or labor-management dispute, whether or not they were in a pay status during their time off.

Insured Unemployment—a count of persons who have filed claims for state job insurance benefits. An accurate comparison of data for the insured unemployed cannot be made if one period of time is prior to July 1, 1979, and the second period is after that date. This is due to the change in eligibility requirements mandated by the state legislature effective July 1, 1979.

Nonfarm Wage and Salary Employment-Establishment Data—refers to the number of jobs held rather than the number of people employed.

"**p**"—preliminary estimates subject to revision.

Producer Price Index (PPI)—measures average changes in prices received in primary markets of the United States by commodity producers in all stages of processing. These changes are usually expressed in percentages. The method of calculation is the same as used for the Consumer Price Index (See item 2).

Seasonally Adjusted Labor Force Series—to assist in evaluating the labor force, recurrent yearly employment and unemployment movements have been isolated and removed by the Bureau of Labor Statistics though a seasonal factor method.

Standard Metropolitan Statistical Area (SMSA)—(a) an area designated by the Office of Management and Budget with a central city of at least 50,000 inhabitants; or (b) a central city of at least 25,000 inhabitants but with a minimum of at least 50,000 when combined with adjacent populated areas, provided the county or counties in which the city and adjacent areas are located have a population of at least 75,000.

Unemployment—the number of persons who for an entire week did not work at all, were able to work and available for work, and (1) were looking for work or (2) would have looked for work except that (a) they were waiting to return to a job from which they had been laid off; or (b) they were waiting to report to a new wage and salary job scheduled to start within the following 30 days (and were not in school during the week).

Unemployment Rate—the number of unemployed expressed as a percent of the civilian labor force.

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE $300

Presorted
First-Class Mail
Postage & Fees Paid
U.S. Dept. of Labor
Permit No. G-12

JOB SERVICE North Dakota
Box 1537
1000 E. Divide Ave.
Bismarck, ND 58505

MS CAROLYN HARRIS
CONGRESSIONAL INFO SERVICE
2101 WISCONSIN AVE NW
WASHINGTON DC 20014